

**Temagami Cemetery Board Meeting
Whispering Pines Cemetery
May 6, 2019
Welcome Centre Boardroom at 6:00 pm**

Draft Minutes

PRESENT: Chair B Kitts, Councillor M Youngs, G De Man, H Loney and D Burrows
Staff: S Fournier, B Turcotte, D Carr and D Larochelle

1. CALL TO ORDER

Chair B Kitts called the meeting to order at 6:15 pm

2. ADOPT AGENDA – MOTION

MOVED BY: M Youngs

SECONDED BY: G De Man

The Cemetery Board Committee agenda dated May 6, 2019 be adopted as presented.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE

None noted

4. PRESENTATION/DELEGATIONS

5. ADOPT MINUTES - MOTION

MOVED BY: B Turcotte

SECONDED BY: H Loney

The Cemetery Board Committee minutes dated July 30, 2018 be adopted as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

Main Entrance Stone Pillars:

- Deteriorating – cracking and stones are falling out from the mortar
- Include in stone work area for the booklet

Action: B Turcotte will obtain quote from Contractors

Memory Wall:

- Has engraving increased from our current rate?

Action: D Larochelle will contact Buffam Leveille Funeral Home for quote.

Whispering Pines Cemetery Wooden Sign:

D Larochelle reported that a letter was sent to Mr. Koistinen in regards to the wooden sign, but to date has not received a reply.

- Obtain quotes from Contractors

Action: D Burrows will provide contact name

Timagami Cemetery (Lakeshore Drive)

The Board discussed that we place a memorial for those buried there.

Suggestions:

- Cover the base with granite
- Replace wooden cross with granite
- Memorial should be historic
- Do not include the names that are buried there

Action: D Larochelle will contact Buffam Leveille Funeral Home for granite quote

7. **REPORTS**

7.1 Caretaker:

Don gave his operational report, including the following:

- Roof that covered the booklet has collapsed
- Replace laminated sign and by law sheet

Action: Staff will print new sheets and laminate

- Stones need to be repositioned he asked if Public Works staff would assist
- Top soil pile is in bad shape

Action: B Turcotte will have the pile turned and order another load of soil

- The main gate latch is not closing properly

Action: PW staff will modify the latch

- Cemetery road -brushing /tree removal

Action: B Turcotte will determine what trees need to be removed

7.2 Public Works

B Turcotte reported:

- Lawn tractor leaking oil
- Flower boxes/bench – replace deteriorated flower boxes and bench with composite.

Action: D Burrows will obtain quote from Peacock Furniture

8. **UNFINISHED BUSINESS**

B Kitts proposed that we invite Carol Oley to our next meeting to discuss any updates and make recommendation on what the Board needs to do to move forward regarding the Timagami Cemetery.

Action: D Larochelle will contact C Oley

- B Kitts suggested that we compensate C Oley for mileage (CRA rate)

Action: Board approved

- D Larochelle suggested that for our next meeting we provide a light dinner since we have invited guests and our meeting will be starting at 5:00 pm.

Action: Board approved

- B Kitts asked staff to provide financials for the next meeting

Action: S Fournier will collect the financial data.

9. NEW BUSINESS

D Carr was excused during the discussion of the following item:

The Board recommends that we increase his Honorarium by \$300.00 per year.

Agenda items for the next Board meeting:

- Discuss User Fee's
- Discuss Financials
- Review Cemetery plot and columbarium map

10. NEXT MEETING

The Cemetery Board will meet on Monday June 10, 2019. Meeting scheduled for 5:00 pm at the Whispering Pines Cemetery and meeting to follow at the Welcome Centre boardroom.

12. ADJOURNMENT

Moved by: D Burrows

Seconded by: H Loney

To adjourn the meeting.

CARRIED

The meeting was adjourned at 7:25 pm